

**CHANGES IN THE 2013-2015 COLLECTIVE  
BARGAINING AGREEMENT BETWEEN THE  
STATE OF MINNESOTA AND THE MN GOVERNMENT  
ENGINEERS COUNCIL (MGEC)**

Unless otherwise indicated, all changes are effective February 19, 2014.

**PREAMBLE**

Technical change of effective date.

**ARTICLE 1 – COUNCIL RECOGNITION**

No change.

**ARTICLE 2 – COUNCIL DUES**

No change.

**ARTICLE 3 – EMPLOYER RIGHTS**

No change.

**ARTICLE 4 – COUNCIL AND EMPLOYEE RIGHTS**

Section 9. Position Descriptions. Language added regarding position descriptions and their appeals.

**ARTICLE 5 – NO STRIKE OR LOCKOUT**

No change.

**ARTICLE 6 – HOURS OF WORK AND OVERTIME**

Section 1(E). Compensatory Bank. Change allows MnDOT offices, with advance notice, the option to extend comp time payoff to last day of first full pay period in September.

Section 1(F). Shift Changes. Technical Change. Apostrophe inserted into “seven (7) calendar days’ notice.”

Section 2(A.2) (NEW). Radio Engineers. Change incorporates provisions of Radio Engineers’ MOU, regarding shift scheduling and shift differential into the contract.

Section 2(B). Scheduling. Technical change. Apostrophe inserted into “seven (7) calendar days’ notice.”

Section 2(E). Compensatory Bank. Change allows MnDOT offices, with advance notice, option to extend comp time off to last day of first full pay period in September.

Section 2(F). Use of Compensatory Time. Technical change. Apostrophe inserted into “fourteen (14) calendar days’ notice” twice in paragraph.

Section 4. On Call. Change deletes section regarding on-call pay specific to the Minnesota Department of Health.

Section 5. Call Back. Technical change. Clarifying language describes the call-back compensation for exempt employees and for non-exempt employees.

## **ARTICLE 7 – HOLIDAYS**

Section 2. Observed Holidays. Technical change: Simplification removes specific dates from the list of observed holidays.

## **ARTICLE 8 – VACATION LEAVE**

Section 1. Eligibility. New language clarifies that temporary *classified* employees are not “eligible” employees for the purposes of the Vacation Leave article.

Section 2. Allowances. Language clarifies that the number of hours *in pay status* within a pay period enter into the vacation accrual pro-ration.

Section 2 (NEW). Allowances. New section on “Crediting and Use of Vacation upon Entry” advances new employees 40 hours’ vacation leave and also removes the six-month ban on using vacation for new employees.

## **ARTICLE 9 – SICK LEAVE**

Section 1. Eligibility. New language clarifies that temporary *classified* employees are not “eligible” employees for the purposes of the Sick Leave article.

Section 3. Usage. B. Others. 5. Language clarifies that sick leave may be used to accompany a spouse or children to dental and medical appointments and to *patient care conferences*.

Section 3. Usage. B. Others. 6. Language clarifies that up to 24 hours of sick leave per calendar year may be used to accompany parents to dental and medical appointments and to *patient care conferences*.

Section 3. Usage. B. Others. Cross-reference to letter in back of contract regarding employee usage of accrued sick leave for the illness and injury of certain family members.

## **ARTICLE 10 – LEAVES OF ABSENCE**

No change.

## **ARTICLE 11 – VACANCIES, RECLASSIFICATION, FILLING OF POSITIONS**

Section 2. Lateral Posting. Delete “and upon agreement of Council” from final sentence on electronic posting.

Section 2 (NEW). Lateral Posting. New language states that, at the discretion of the Appointing Authority, that positions in the unclassified service may be posted for informational purposes.

Section 3(A) (NEW). Laterals. New language specifies that laterals who are not selected for a position may contact the agency to inquire as to the reasons for their non-selection.

Section 5 (NEW). Job Audit. New language allows employees to request a job audit and, when practicable, MMB or the Appointing Authority with delegated authority is to complete the audit within 120 days. If the audit is not completed within 120 days, MMB or the Appointing Authority will contact the employee with the reason for the delay and the anticipated date of completion.

Sections 6 & 7. Due to the insertion/creation of the “Job Audit” language, successive sections are renumbered.

## **ARTICLE 12 – PROBATIONARY PERIOD**

No change.

## **ARTICLE 13 – SENIORITY, LAYOFF AND RECALL**

No change.

## **ARTICLE 14 – DISCIPLINE AND DISCHARGE**

No change.

## **ARTICLE 15 – GRIEVANCE PROCEDURE**

Section 5. Election of Remedy. Technical change: Correct the statutory reference to §197.46.

## **ARTICLE 16 – JOB SAFETY**

No change.

## **ARTICLE 17 – WAGES**

Technical date changes as appropriate throughout Article.

Section 2. Conversion. Effective July 1, 2013, employees shall be assigned to the same relative step within the salary range for their class except as specified below:

- Employees who are paid a rate which exceeds the maximum rate for their class prior to the implementation of this Agreement, but whose rate falls within the new salary range for their class, shall be assigned to the maximum of the new range.
- Employees whose salaries as of June 30, 2013 equal or exceed the new maximum rate for their class shall not receive a salary adjustment, but these employees shall not receive a reduction in pay.

Technical changes throughout Article renumbering Sections following inclusion of new Section 2.

Section 3. First Fiscal Year Wage Adjustment. Effective July 1, 2013, all salary ranges and rates shall be increased by three percent (3.0%), rounded to the nearest cent. Employees convert to the new compensation grid as provided in Section 2.

Section 4. Second Fiscal Year Wage Adjustment. Effective July 1, 2014, all salary ranges and rates shall be increased by three percent (3.0%), rounded to the nearest cent. This salary adjustment shall be given to all employees including those employees whose rates of pay exceed the maximum rate for their class.

Section 4412. Medical/Dental Expense Account. Insurance eligible employees may participate in a medical dental expense reimbursement program on a pre-tax basis as permitted by law or regulation up to the maximum provided in the IRS regulations. Obsolete language reading “up to a maximum of five thousand dollars (\$5,000) per calendar year” is amended to align the annual MDEA maximum with the amount of salary reduction contributions “allowed per calendar year under Section 125 of the Internal Revenue Code.”

## **ARTICLE 18 – INSURANCE**

Technical date changes as appropriate throughout Article.

Section 2. Eligibility for Group Participation. A. Employees – Basic Eligibility. Change reference to temporary employees to temporary “classified” employees.

Section 2. Eligibility for Group Participation. B. Employees - Special Eligibility 4. Retired Employees. Change reference to “Separated Employees Under M.S. 43A.27” and modify language to comply with law and practice.

Section 2. Eligibility for Group Participation – C. Dependents. 1. Spouse. Effective January 1, 2015, if both spouses work for the State or another organization participating in the State's Group Insurance Program, a spouse may be covered as a dependent by the other.

Section 2. Eligibility for Group Participation – C. Dependents. 2 Children. c. Coverage Under Only One Plan. Effective January 1, 2015 for purposes of health and dental coverage, if the employee's adult child (age 18 to 26) works for the State or another organization participating in the State's Group Insurance Program, the child may be covered as a dependent by the employee.

Section 3. Eligibility for Employer Contribution. A. Full Employer Contribution - Basic Eligibility. Clarify the language for employees who are scheduled to work at least 75% and are eligible for full Employer contribution.

Section 3. Eligibility for Employer Contribution. B. Partial Employer Contribution - Basic Eligibility. Clarify the language for employees who are scheduled to work at least 50% but less than 75% and are eligible for the partial Employer contribution.

Section 3. Eligibility for Employer Contribution. C. Special Eligibility 2. Employees on Layoff. Clarify language regarding eligibility for Employer contribution while on seasonal and permanent layoff.

Section 3. Eligibility for Employer Contribution. D. Maintaining Eligibility for Employer Contribution. 4. Special Leaves. Add section title, “Special Leaves.”

Section 4. Amount of Employer Contribution. Technical date changes.

Section 4. Amount of Employer Contribution. A. Contribution Formula 1. Employee Coverage. Beginning January 1 2015, for employee health coverage, the Employer contributes an amount equal to ninety-five percent (95%) of the employee-only premium.

Section 4. Amount of Employer Contribution. B. Contribution Formula – Dental Coverage. Technical date changes.

Section 6. Basic Coverages. A. Employee and Family Health Coverage. 2. Coverage Under the Minnesota Advantage Health Plan. Technical date changes.

Section 6. Basic Coverages. A. Employee and Family Health Coverage. 2. Coverage Under the Minnesota Advantage Health Plan. a. Benefit Options 4) Advantage Benefit Chart for Services Incurred During Plan Years. Technical date changes. Delete obsolete chart and insert new chart, including references to in-network convenience clinics and online care.

Section 6. Basic Coverages. A. Employee and Family Health Coverage. 2. Coverage Under the Minnesota Advantage Health Plan. e. Prescription Drugs. 1) Copayments and annual out-of-pocket maximums. Delete obsolete language.

Section 6. Basic Coverages. A. Employee and Family Health Coverage. 2. Coverage Under the Minnesota Advantage Health Plan. j. Lifetime maximums and non-prescription out-of-pocket maximums. Delete obsolete language.

Section 6. Basic Coverages. A. Employee and Family Health Coverage. 2. Coverage Under the Minnesota Advantage Health Plan. k. In-Network Convenience Clinics and Online Care. Added language regarding on-line care and its ten dollar (\$10) copayment. First dollar deductibles are waived for on-line care.

Section 6. Basic Coverages. A. Employee and Family Health Coverage. 6. Post-Retirement Health Care Benefit. Clarifies that employees who separate and are eligible to receive a retirement annuity are entitled to the benefit. If employees have an HCSP waiver on file, they receive the benefit in cash.

Section 7. Optional Coverages. A. Employee and Family Dental Coverages. 2. Coverage Under State Dental Plan. a. Copayments. Technical date change.

Section 7. Optional Coverages. A. Employee and Family Dental Coverages. 2. Coverage Under State Dental Plan. c. Annual Maximums. The annual maximums benefit is increased from \$1,000 to \$1,500.

## **ARTICLE 19 – EXPENSE ALLOWANCE**

Section 6. Meal Allowances. B. Noon Meal. Language allowing for *lunch* special expense reimbursement has been stricken. See Section 8 below.

Section 6. Meal Allowances. D. Reimbursement Amount. Beginning January 1, 2014, the meal rates are increased to:

Breakfast	\$ 9.00
Lunch	\$11.00
Dinner	\$16.00

Beginning January 1, 2014, the meal rates for certain metropolitan areas are increased to:

Breakfast	\$11.00
Lunch	\$13.00
Dinner	\$20.00

“Metropolitan areas *are*” has been amended to read “Metropolitan areas of.”

“Forth Worth” is added to the Metropolitan meal rate for Dallas.

Section 7. Personal Expenses. Language now permits reimbursement of telephone calls while in travel status, per night away from home, “up to ten dollars (\$10.00) with acceptable documentation.”

Section 8. Special Expenses. Clarifying language allows for *meals* to be reimbursed as special expenses.

## **ARTICLE 20 – RELOCATION EXPENSES**

Section 2. Covered Expenses. A. Travel Status. Language clarifies that employees receiving relocation reimbursement cannot expense daily commuting yet can be reimbursed for “local miles” driven while searching for a new residence.

## **ARTICLE 21 – SALARY SAVINGS LEAVE**

No change.

## **ARTICLE 22 – NON-DISCRIMINATION**

No change.

## **ARTICLE 23 – ADA/WORKERS’ COMPENSATION**

No change.

## **ARTICLE 24 – WORK RULES**

No change.

## **ARTICLE 25 – COMPLETE AGREEMENT AND WAIVER CLAUSE**

Section 1. Complete Agreement Between Parties. Technical change on date.

## **ARTICLE 26 – SAVINGS CLAUSE**

No change.

## **ARTICLE 27 – DURATION**

Technical changes of dates.

Technical changes of the names and titles of signatories.

## **APPENDIX A – SALARY RANGE ASSIGNMENTS**

No change.

## **APPENDIX C – STATUTORY CITATIONS**

Reference provides the source statute for the Salary Savings Leave.

Reference to “Sick Child Care Leave” changed to “Sick Leave Benefits; Care of Relatives” following change in state law and in name of statute.

## **APPENDIX D – STATEWIDE POLICY ON FLMA**

Technical change: Replace full policy with link to MMB website.

## **APPENDIX E – GLOSSARY**

Technical change. In “Generic Drug” entry, change inserts letter “h” into drug name diphenhydramine.

## **LETTERS**

Letter of July 2, 2013 regarding change in state sick leave law is included in contract.